



To: Indiana State Board of Education

Date: June 13, 2018

Subject: Petitioned Career & Technical Education (CTE) Course Recommendations

Pursuant to Indiana Code (IC) [20-43-8-7.5](#), the Indiana Department of Workforce Development (DWD), in consultation with the Indiana Department of Education (DOE) and Indiana Commission for Higher Education (CHE), submitted 2018-2019 school year CTE program recommendations to the Indiana State Board of Education (SBOE) on December 6, 2017. That report, which was unanimously adopted by the SBOE, outlined the methodology and labor market information used to make designations in determining tuition support funding that school corporations would receive for students enrolled in CTE courses during the 2018-2019 school year.¹

Pursuant to [IC 20-43-8-10](#), school corporations were permitted to petition eligible CTE course designations that were determined by the SBOE. These petitions were required to be sent to the DWD and reviewed/approved by the SBOE.

As is outlined below, DWD established a work group with members from the DOE and CHE to develop the petition forms, the process for which petition forms were to be submitted by the school corporations, and the methodology for reviewing the petitions in providing recommendations to the SBOE.

Petition Process Summary²

I. Eligibility

A petition was eligible for review by DWD if the following criteria were met:

- i. The petition was filled out completely and signed by the school district superintendent and area CTE director;³ and
- ii. The course(s) in question for re-designation was either ‘moderate value’ or ‘less than moderate value’ for the 2018-2019 school year.

¹ SY 18-19 CTE Course Categorization Report from DWD:
<https://www.in.gov/dwd/files/CTE%20Funding%20Report%20Amended%202018%2019.pdf>

² See Appendix A for a visual process flow.

³ See Appendix C, also posted online at:
<https://www.in.gov/dwd/files/CTE%20Review%20Waiver%20Form%2056479.pdf>

II. Regional Rating

If a petition adhered to the aforementioned eligibility requirements, the eligible CTE courses listed in the petition were evaluated based on *regional*, occupational wage and demand data.⁴ The exact same process/methodology was used, as was previously approved by the SBOE, with the only difference being the use of regional occupational wage and demand data instead of statewide occupational wage and demand data. If using the regional data resulted in the course moving to a higher CTE course designation, the petition was approved for the course.

III. Work Group Review

If an eligible petition did not reach a higher course designation through the regional ratings process, the petition was reviewed by the work group.

- i. Based upon supporting research, analysis, employer letters, and other corresponding information from the petitions, the work group, as comprised of members from DWD, DOE, and CHE, identified specific occupations within each CTE course's crosswalk that should be weighted. Residual occupations (occupational 'catch-all' codes that are least likely to be taught to) were given less weight.
- ii. The newly-weighted crosswalk was then presented to the work group for approval and to ensure weight was given or taken from appropriate occupation codes.

IV. Weighted Rating

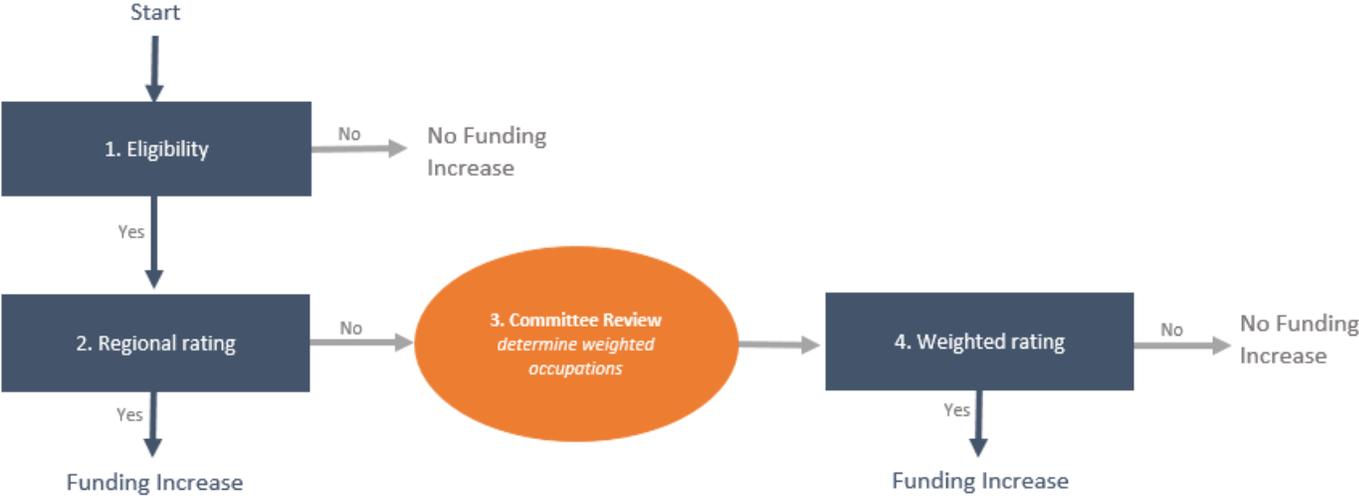
Once crosswalk weights were determined by the committee, the formula was calculated again using weighted regional ratings. If the weighted regional rating reached a higher course threshold than the pre-petition state score, the petition was approved. A petition that did not reach a higher course designation through this process was not recategorized.

Outcomes Summary

In total, 152 school corporations petitioned 35 CTE course designations. Petitions that were approved applied to all school corporations who petitioned that same course in their region. Appendix B illustrates the specific course outcomes and for which specific regions of the state.

⁴ The CIP-SOC crosswalk for each CTE course was the same as previously determined by the SBOE in making the initial CTE course determinations. "Regions" were defined as Indiana's Economic Growth Regions: <https://www.in.gov/dwd/2653.htm>.

Appendix A: Process Flowchart



Appendix B: Petition Outcomes by Course and Economic Growth Region

DOE Code	Course Name	Pre-Petition Course Designation	Post-Petition Course Designation											
			EGR 1	EGR 2	EGR 3	EGR 4	EGR 5	EGR 6	EGR 7	EGR 8	EGR 9	EGR 10	EGR 11	
5070	Advanced Life Science: Animals (L)	MV	MV				MV							
5072	Advanced Life Science: Foods(Chemistry of Foods) (L)	MV	MV				HV							
5074	Advanced Life Science: Plants and Soils (L)	LTMV	LTMV				MV						LTMV	
5002	Agribusiness Management	MV	MV				MV							
5008	Animal Sciences	MV	MV				MV							
5802	Cosmetology I	LTMV	LTMV	LTMV				LTMV	LTMV					
5806	Cosmetology II	LTMV	LTMV	LTMV				LTMV	LTMV					
5822	Criminal Justice I	MV	HV								MV	MV		
5824	Criminal Justice II	MV	HV								MV	MV		
5440	Culinary Arts and Hospitality I	LTMV	MV	LTMV			LTMV	LTMV		LTMV	LTMV	LTMV	LTMV	LTMV
5346	Culinary Arts and Hospitality II: Culinary Arts	LTMV	MV	LTMV			MV	LTMV		MV	LTMV	LTMV		LTMV
5458	Culinary Arts and Hospitality II: Hospitality Management	MV		MV				MV		MV	MV	MV	MV	
5412	Early Childhood Education I	MV	MV				HV	MV						
5406	Early Childhood Education II	MV	MV				HV	MV						
5408	Education Professions I	MV	HV	HV			HV	MV	HV		HV	MV		
5404	Education Professions II	MV	HV	HV			HV	MV			HV	MV		
5210	Emergency Medical Services	MV	HV					MV	MV					
5616	Energy Industry I	LTMV	LTMV				MV							
5618	Energy Industry II	LTMV	LTMV				MV							
5820	Fire and Rescue I	MV							MV					
5102	Food Science	MV	MV				HV							
5286	Health Science II: Special Topics	MV		MV										
5132	Horticultural Science	MV	MV				MV							
5232	Interactive Media	LTMV							LTMV					
5136	Landscape Management I	LTMV	LTMV				LTMV	MV						
5137	Landscape Management II	LTMV	LTMV				LTMV	MV						
5180	Natural Resources	LTMV	MV				LTMV							
5170	Plant and Soil Science	LTMV	LTMV				MV						LTMV	
5782	Precision Machining I	MV	MV	HV	HV		HV	MV	HV				MV	
5784	Precision Machining II	MV	MV	HV	HV		HV	MV	HV				MV	
5986	Radio and Television I	LTMV	LTMV	LTMV					LTMV					
5992	Radio and Television II	LTMV	LTMV	LTMV					LTMV					
5842	Recreational and Mobile Equipment I	LTMV				LTMV								
5844	Recreational and Mobile Equipment II	LTMV				LTMV								
5229	Sustainable Energy Alternatives	LTMV	HV				HV							

Legend

- High Value = HV; Moderate Value = MV; Less Than Moderate Value = LTMV

- Only courses that were petitioned by at least one petitioner are included in this report.
- Post-petition course categories are absent if no petitions were received for the course in a particular region.
- Petitioned courses that were recategorized into a higher funding designation in a particular region are highlighted in green.

Contact Information

School District Superintendent:	
E-mail:	
Telephone:	

Area CTE Director:	
E-mail:	
Telephone:	

Required Signatures

Please print and sign your names on the lines below.

School District Superintendent Name Signature Date (mm/dd/yy)

Area CTE Director Name Signature Date (mm/dd/yy)

Requests for Review must be submitted to the Department of Workforce Development by March 15, 2018. Please submit documentation to:

Beth Meguschar
Associate Chief Operating Officer for Workforce Education and Training
emeguschar@dwd.IN.gov
317-232-3088

Reviews will be conducted by a committee consisting of representation from DWD, DOE and CHE. The review will include rerunning the funding formula, utilizing regional occupation ratings rather than statewide ratings as well as consideration of any provided materials or data suggesting that the course funding designation is not representative of employment **demand** in the region surrounding the school corporation.

Requests for Review are permissible subject to Indiana Code 20-43-8-10.